Draft

Operable Unit 1 Pre-design Investigation Site Management Plan

for the

Diamond Head Superfund Site Kearny, New Jersey

Prepared for:
U.S. Army Corps of Engineers
Kansas City District
700 Federal Building, Kansas City, MO

Prepared by:

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Introduction

CH2M HILL has been retained by the U.S. Army Corps of Engineers (USACE), Kansas City District to perform the pre-design investigation (PDI) for Operable Unit 1 (OU1) at the Diamond Head Oil Superfund Site (Site) located in Kearny, Hudson County, NJ.

This Site Management Plan (SMP) represents a combined Site Management Plan, Pollution Control and Mitigation Plan, and Transportation and Disposal Plan for the OU1 activities planned to investigate the presence of Light Non Aqueous Phase Liquid (LNAPL) that may be considered to represent a principal threat at the Site. The plan describes the site management procedures, designated equipment locations, waste types and management, and the spill response procedures in case of a spill emergency. The plan contains sections describing the following:

- Responsibilities for overall project management and management of the PDI activities
- Procedures for providing status updates on ongoing activities
- Project contacts and lines of communication
- Communications with State and local officials, property owner, and the surrounding community
- Facilities, which will be brought to the site in support of field operations
- Security procedures to be followed during the investigation activities
- Procedures to follow in accommodating site visitors
- Compliance with Health and Safety Plan (H&SP) and Contractor Quality Control Plan (CQCP) requirements
- Vegetation clearance and procedures to control tick exposures
- Utility connections
- Types of IDW expected and onsite management of Investigation Derived Waste (IDW)
- Transportation and disposal of the IDW
- Responding to non-emergency spills from the PDI activities
- References and onsite availability of resources in the onsite office trailer

Summary of PDI Activities

The main objectives of the PDI are to collect the information needed to determine the materials that should be considered principal threat and delineate their occurrence at the Site. The data collected as part of the OU1 PDI will also be used to provide information and fill in data gaps in support of the OU2 Remedial Investigation and Feasibility Study (RI/FS), for example, information collected from soil boring sampling along the berms will be used to support OU2 as well. Each of the PDI tasks will be performed within the Diamond Head property boundaries; therefore, potential issues such as site/property access and/or traffic controls issues are not expected to impede work tasks. The PDI activities will include the following main tasks:

- Test pit excavations and sampling
- Soil boring/piezometer installation and sampling
- Groundwater sampling
- LNAPL thickness measurements

- Groundwater elevation measurements

Management Responsibilities

The U.S. Environmental Protection Agency (USEPA) Project Manager (PM) is Grisell Diaz-Cotto and the USACE Project Manager is Elizabeth Buckrucker. The CH2M Hill Project Manager is Juliana Hess who will maintain overall responsibility for CH2M HILL's execution of the project. The responsibilities of various project team members are outlined below.

The Project Manager has primary responsibility and authority for:

- Implementing and executing the technical, quality and administrative aspects of the project, including the management of the project team and communicating with the quality control team.
- Ensuring that the PDI is conducted in accordance with all applicable project plans.
- Communicating all technical, Quality Assurance (QA), and field activity updates to the USACE and USEPA.
- Communicating administrative, scheduling, and budgeting updates or changes to the USACE.
- Documenting any deviations from the approved planning documents in Field Change Requests (FCRs) forms and in the monthly progress reports and communicating these to the USACE for approval.
- Procuring subcontractors who have the appropriate qualifications to provide the required services.
- Providing direction to the PDI Lead and FTL during the field activities.

The PM, Contractor Quality Control Manager/Review Team Leader (CQCM / RTL), the quality assurance and senior technical support team, the PDI Lead, and the project chemist will form the Quality Control Team (QCT), as described in the CQCP. Detailed description of all quality control procedures and personnel are provided in the CQCP.

Andy Judd will be the PDI Lead. Mr. Judd is responsible for technical direction and implementation of all the field activities and associated reporting following their completion. Mr. Judd will also perform applicable field audits to verify compliance with the UFP-QAPP, CQCP, and SMP.

Other responsibilities of the PDI Lead include:

- Implementation of activities.
- QC Inspections per the CQCP.
- Verify the qualifications of suppliers and subcontractors relative to project objectives and special requirements, and advise staff and subcontractors of their roles and responsibilities towards achieving the project objectives.
- Subcontract management and review and approval of subcontractor invoices.
- Ensure that all field staff posses the appropriate training prior to collecting environmental samples.
- Document any deviations from the plans and notify the PM.
- Maintain the budget and schedule on field investigation task.
- Quality technical execution of the work.

Austin Harclerode will serve as the Field Task Lead (FTL) and coordinate the day-to-day delivery of the work with the field team to ensure that the work is performed in accordance with the details of the UFP-QAPP, CQCP, SMP, and H&SP. Mr. Harclerode will also be responsible for the review of subcontractor delivery including tracking and review of quantities and invoices. The FTL will report to the PDI Lead and will be supported by field technical staff performing the PDI activities. The FTL will be responsible for:

- Overseeing the day-to-day implementation of the PDI activities from their onset to completion.
- Implementing the UFP-QAPP, CQCP, SMP, and H&SP in order to ensure that the acquired data meet the data quality objectives. When necessary, the FTL will document any deviations from the plans and procedures in FCRs and submit them to the PDI Lead.

A Sample Management Coordinator (SMC) will provide ongoing day-to-day tracking and management of the samples collected during the investigation. The SMC responsibilities include the following:

- Contact USEPA Regional Sample Control Coordinator (RSCC) with information on laboratory requirements on Monday of the week prior to a scheduled sampling event.
- Track number of samples collected in order to determine the correct number of QC samples including MS/MSDs, sample duplicates, trip blanks and equipment rinsate blanks per sample case or sampling event.
- Upload CLP sampling information to the USEPA web site nightly with information on samples shipped that day.
- Contact USEPA RSCC by 3 PM on Friday if samples are shipped for Saturday Delivery; Note on FedEx forms and place Saturday Delivery Stickers on coolers; Inform FedEx of Saturday delivery requirements when the coolers are dropped off at FedEx.
- Coordinate and assist USEPA RSCC with any sample management related issues.
- Prepare Sample Trip Report (Case Summaries) for each case number and submit to USEPA RSCC (electronic copy via email and paper copy via regular mail) within 3 weeks of sampling.
- Submit "Region" copies of each Chain of Custody (COCs) to RSCC within 3 weeks of sampling (generally as Attachments to the Sample Trip Report).
- Update the sample tracking table.

A site Health and Safety Coordinator (HSC) will be responsible for implementing the H&SP while investigation activities are underway. This role will involve monitoring the work environment in accordance with the requirements in the plan and recording the results of this monitoring.

Mike Zamboni is the Project Chemist. He will support the procurement and management of the subcontracted laboratories on an as needed-basis, and will provide technical guidance, as requested, during the PDI activities. The project chemist will also perform the review of the data quality after all the validated analytical results are received.

Pre-design Investigation Status Updates

During the field activities, the PDI Lead or the FTL is responsible for contacting the CH2M HILL Project Manager to provide a daily update of that day's field activities. The update will include:

- Any health and safety issues noted
- Investigation activities completed that day
- Deviations from the planned sampling (e.g., boring locations, number of samples)
- Deviations from the procedures in the project planning documents
- General site and project updates
- Problems encountered and resolutions
- Any assistance needed
- Subcontractor performance
- Any anticipated effects on the project schedule and budget
- Any visitors to the site or contacts/requests made by State, local, or community members

Exhibit 1 contains the sample agenda for the daily status update. The Project Manager may use this form to record the information or keep a record in a phone conversion logbook.

CH2M HILL will prepare and submit monthly reports for the duration of this task order. The reports will summarize the month's activities by task and discuss work progress, anticipated problems and solutions, deliverables, upcoming events, and financial status. CH2M HILL will communicate to the USACE and the USEPA changes in the investigation approach prompted by unforeseen field conditions; sending a confirmatory email describing the changed situation to both the USACE and the USEPA, and following with a description in the monthly report.

The monthly reports and confirmatory emails will be forwarded to both the USACE and the USEPA project managers.

Project Contacts and Lines of Communication

Exhibit 2 provides the list of USEPA, USACE, and CH2M HILL project contacts. As subcontractor services are procured, contacts for each of these subcontracts and onsite utilities will be added to the list. An up-to-date list will be maintained in the onsite office trailer.

The direct lines of communication on technical issues and alternate back-up plans will be as follows:

- Field staff to FTL
  If FTL is not available, field staff to PDI Lead
  If FTL/ PDI lead is not available, field staff to CH2M HILL's Project Manager
- FTL to PDI Lead
  If PDI Lead is not available, FTL to CH2M HILL Project Manager
- PDI Lead to CH2M HILL Project Manager

If CH2M HILL Project Manager is not available, PDI Lead to USACE and the USEPA Project Managers

- CH2MHILL Project Manager to the USACE and USEPA Project Managers

All urgent communication to USACE and the USEPA will be made by the CH2M HILL Project Manager or PDI Lead.

If the above team members are not available, the FTL/field team member (in that order) will follow the procedures in the H&SP, making the necessary notifications according to the situation.

Communications with State and Local Agencies, Property Owner and the Surrounding Community

The FTL will direct all requests for information made directly to him/her from State and local agencies, the property owner and his representative, and the surrounding community following the lines of communication noted above. Communications will occur as soon as practicable based on the ongoing activities. The CH2M HILL Project Manager is responsible for informing the USACE and USEPA Project Managers of the requests. The CH2M HILL Project Manager will respond to a request only after being directed to do so by the USACE Project Manager.

Support Facilities and Equipment and Supplies Storage and Recordkeeping

The following facilities will be staged at the site for the duration of the investigation:

- Office trailer
- Dumpster for general trash
- A diesel-fuel powered electric generator to power the onsite office trailer
- Temporary decontamination area
- Equipment storage container
- Portable sanitary facility
- Storage tank for aqueous Investigation Derived Waste (IDW)(decontamination fluids from test pit excavator and drilling rig/equipment)
- 55 gallon drums for IDW once the storage tank has been demobilized from the site (groundwater sampling and water level/LNAPL thickness measurements)
- Roll off container for solid IDW

Figure 1 is a site plan showing the general layout of the field facilities and equipment. Of note, all facilities will be located at the front of the property to assist in maintaining control of the site and minimize the area of the site that is accessed on a general basis.

The office trailer will be provided with desks, chairs, tables, filing cabinet, a laptop computer (removed at the end of each day), and a combined fax / printer. Field staff will use their assigned laptops to connect to the office and receive and send emails through the use of a cellular broadband modem. Due to the past difficulties in coordinating utility connections with local providers, local electric and telephone services will not be connected. Instead, the trailer will be serviced by generator and staff cell phones.

The following supplies will be maintained in the trailer:

- First aid kit
- Blood borne pathogen kit
- Eye wash station
- Fire extinguisher
- Spill cleanup supplies for non-emergency spills (e.g., kitty litter absorbent)

Chemicals for the field investigation (if needed) will be stored in a designated area within the locked PDI storage container/"sea box". Each chemical will be properly labeled and segregated from incompatible chemicals. In addition, the chemicals will be segregated in a different section of the storage container from the sampling equipment and supplies. The FTL is responsible for reviewing the Material Safety Data Sheets (MSDSs) for the chemicals and for designating the location where each chemical will be stored such that incompatible chemicals are segregated. The H&SP and the MSDSs for the chemicals which will be used during the PDI will be posted in the trailer. The FTL will indicate this area to all onsite field personnel and instruct them to store chemicals only in this area. Spill cleanup supplies will also be maintained in the storage trailer.

Task specific forms have been developed for all anticipated field activities. The forms are included in the UFP-QAPP as attachments at the end of the Standard Operating Procedures (SOPs). In addition to the field parameter forms, the CQCP contains forms that will be used to review and document the quality of the delivered work. During the field investigation activities, field personnel must complete the appropriate forms, filing the forms in the on-site office trailer. Upon completion of the field activities, the field files will be brought back to the CH2M HILL Parsippany office and made part of the project documentation record.

Site Security

The site is surrounded by a fence with the primary access gate on Harrison Avenue. A secondary gate with limited access is on the east side of the property. The gates will be locked at the end of each workday and unlocked at the start of the next workday. The gate may be left open during the day if site personnel feel that they have continuous control over site access (e.g., can visually observe the gates). If all personnel leave the site for a break, the gate will be closed and locked. The trailer will also be closed and locked when the gate is closed and locked.

The generator will be secured with a locked chain, the wheels removed, and the tow hitch disconnected from Monday to Friday. At the end of each workweek, the wheels will be placed back, the tow hitch will be connected, and the generator will be transported to the CH2M HILL office parking lot for staging over the weekend. The generator will be then transported back to the site on Monday morning.

Site Visitors

During the PDI, official visitors such as representatives from the USEPA and USACE, an inspector from OSHA, or a representative from a State or local agency may visit the site (e.g., the NJ Department of Environmental Protection or NJ Meadowlands Commission). The FTL or his designee is responsible for informing the official visitor, if they are not already

familiar with site activities, that this is a hazardous waste investigation and in order to be allowed onsite, they must have the appropriate training under OSHA. The FTL or his designee is then responsible for immediately contacting the CH2M HILL Project Manager to inform her of the official visitor and seek direction. Visitors other than representatives from the USEPA and the USACE must be requested to wait in the trailer until this contact is made.

A site visitor log will be maintained in the trailer requiring registration by all upon arrival.

Community members and the property owner and his representative will not be permitted onsite unless they have received prior approval from the USEPA Project Manager. Authorized visitors will be properly escorted by CH2M HILL on most areas of the site. Visitors are required to have the appropriate training and wear the protective gear specified in the H&SP for the task that they perform.

Exhibits 3 and 4 feature attendance logs that will be used for signing-in by the field staff and visitors.

Compliance with the Site Health and Safety Plan

A site-specific H&SP has been developed. The H&SP and the MSDSs for the chemicals which will be used during the PDI will be posted in the trailer. In addition, the following are to be posted in the trailer:

- OSHA job site poster
- Evacuation plan
- Emergency phone numbers

Emergency equipment specified in the plan (spill kit, first aid, fire extinguisher, and other emergency equipment) are to be unpacked on the first day of field activities and stored at a readily accessible location.

All personnel participating in the field activities are required to read the H&SP before arriving at the site and signing the "sign-off sheet" attached to the plan. In addition, a "Site Safety Briefing" must be held each time new personnel begin work on the field investigation. The personnel who attend the briefing must sign the "sign-off sheet".

CH2M HILL's Hazard Communication Program and associated SOPs are available on the CH2M HILL's Intranet site and can be accessed at the site, if needed.

Air Monitoring

Real-time air monitoring for Volatile Organic Compounds (VOCs) will be conducted during tasks involving intrusive activities (e.g., boring and monitoring well installation). In addition to VOCs, carbon monoxide, hydrogen sulfide, lower explosive limit, oxygen, radiation, and dust particulate concentration will be monitored, during the exploratory test pit investigation. The monitoring program is described in detail in the H&SP. The monitoring will be conducted for worker safety and will be associated with exposure action levels, which if exceeded, will trigger the need for corrective action. Monitoring readings will be recorded in

the field logbook or work activity log. The field staff is responsible for recording the readings along with the following information for each reading:

- Date
- Time
- Activity being conducted
- Location of reading (e.g., head space, worker breathing zone, site perimeter)
- Any actions that needed to be taken based on the established action levels
- Any pertinent observations noted in the field logbook

Vegetation Clearance and Procedures to Control Exposures to Ticks

Vegetation clearance will be performed by the site preparation subcontractor to clear vegetation from approximately 10-12 acres of the PDI target investigation area. Field personnel will follow the requirements in the H&SP for wearing protective clothing and taking actions to minimize the potential for tick exposures. The application of insect or tick sprays will be performed outside of active work areas and away from environmental sampling areas in a manner to minimize the potential for cross contamination. Tick removal kits (in addition to a first aid and blood borne pathogen kits) will be available for immediate use in case of a tick bite.

Equipment Storage and Tracking

Equipment will be stored in the onsite trailer and storage container. Equipment identification numbers and rental periods will be tracked using the form in Exhibit 5.

Utility Connections

Local utility connections will not be completed during the OU1 PDI activities. Electricity to the office trailer will be provided through the use of an electric generator. Telephone service will be through field staff cell phones. In addition, the following will be provided:

- Weekly removal of general trash
- Field sanitary facility/portable restroom and weekly servicing of this facility

Onsite Management of Investigation Derived Waste (IDW)

Exhibit 6 lists the IDW streams expected from the investigation activities and provides instructions on how to manage each waste stream. The waste streams expected to require management, transport, and disposal are listed below.

Soil from soil boring installation
Well purge water
Fluids from decontamination activities
Soiled Personal Protective Equipment (grossly contaminated)

The IDW storage area will be established near the front of the property (Figure 1). Within this area, separate areas will be designated for the storage of each type of waste stream.

All IDW will be brought to this area upon generation. The different IDW streams will be segregated in separate containers as listed on Exhibit 6. No mixing of the different IDW streams is permitted. Containers will remain closed and covers will remain secured when not actively being filled with waste.

During the soil boring/piezometer installation phase of the PDI, excess soil from a soil boring location will be placed in a 5-gallon bucket pending receipt of the field pH analysis results and Toxicity Characteristic Leaching Procedure (TCLP) analysis results. After the soil from a soil boring location is placed in the bucket, the lid will be securely placed on the bucket, the soil boring location marked on the bucket, and the bucket brought to the IDW staging area. The buckets will be managed according to the results of the field pH analysis and the results of the 3 day-turnaround time (TAT) TCLP analyses. The following are possible scenarios and corresponding instructions for the management of the soils in the buckets:

Field pH test indicates that soil is non hazardous (2<pH<12) and location not sampled for 3 day-turnaround time TCLP analysis
Transfer the soil in the bucket to the roll-off container and re-use bucket

Field pH test indicates that soil is non hazardous (2<pH<12) and location sampled for 3 day-turnaround time TCLP analysis
Maintain bucket at the IDW area until TCLP results are available

- If soil is non hazardous based on TCLP results
  Transfer the soil in the bucket to the roll-off container and re-use bucket

- If soil is hazardous based on TCLP results
  Designate a drum for hazardous waste storage and transfer the bucket to that drum
  Do not re-use bucket

Field pH test indicates that soil is hazardous (2>pH>12) (irrespective of whether location was sampled or not for 3 day-turnaround time TCLP analysis)
Designate a drum for hazardous waste storage and transfer the bucket to that drum
Do not re-use bucket

It is acceptable to accumulate soil that may be hazardous in the same 55-gallon drum. Drum must be kept closed when soil is not transferred into the drum.

If drums need to be used, Department of Transportation (DOT)-approved fifty-five gallon, open top, type 17E (1A2) drums will be used for the onsite storage and offsite transport and disposal of any drummed wastes. For drums, the field staff is responsible for marking the following information on each drum:

- Type of IDW
- Unique drum number incorporating waste source location
- Date waste was first placed in drum
- Date when waste was last placed in drum
- % Fullness of drum
- % Water of drum contents
- % Solids of drum contents

The following is an example of an IDW drum label for the third drum of soil cuttings from

boring locations SB-PZ-729 through SB-PZ-75 where the drum is 80% full (F) and the muddy cuttings consist of 40% water (W) and 60% soil (S), requiring two days to fill the drum.

IDW – Soil
SB-PZ-72, 73, 74, 75
04/1/13 – 04/3/13
80F/40W/60S

A logbook will be maintained in the field trailer for the IDW storage area. If any particulars of the IDW are observed, which may affect its management and disposal, the field staff will note them in the logbook.

The field staff is responsible for inspecting daily the IDW storage area to ensure that all storage containers are properly closed and there are no leaks or spills. Any spills or leaks will be managed following the spill response procedures described in this Site Management Plan.

Transport and Disposal of IDW

Upon completion of the pre-design investigation activities, CH2M HILL will:

- Inventory IDW accumulated at the IDW storage area;
- Recommend to USACE and USEPA a waste classification for each waste stream;
- Procure a subcontract for the disposal of all IDW streams
- Oversee the preparation of disposal paperwork and the removal of the IDW from the site.

Waste characterization will be performed after the completion of the field investigation. If some of the drums contain hazardous waste, the FTL or his designee will be responsible for labeling these drums with hazardous waste labels. The drums must be removed for disposal within 90 days of this determination.

Spill Response

As specified in "Section 20.0 Spill Containment Procedures" of the H&SP, CH2M HILL and subcontractor personnel working at the project site will be knowledgeable of the potential health, safety and environmental concerns associated with petroleum and other hazardous substances that could potentially be released at the project site.

In the event of a large quantity spill notify emergency services. If safe to do so, personnel discovering a spill will:

- Stop the spill immediately (if possible) or note source. If unsafe conditions exist, leave the area, call emergency services, inform nearby personnel, notify the site supervisors, and initiate incident reporting process. The HSC shall be notified immediately.
- Extinguish sources of ignition (e.g., flames, sparks, hot surfaces, cigarettes, etc.). The H&SP specified procedures for responding to fires.
- Clear personnel from the spill location and barricade the area.

- Utilize available spill control equipment in an effort to ensure that fires, explosions, and releases do not occur, recur, or spread.
- Use sorbent materials to control the spill at the source.
- Construct a temporary containment dike of sorbent materials, cinder blocks, bricks or other suitable materials to help contain the spill.
- Attempt to identify the character, exact source, amount, and extent of the released materials. Identification of the spilled material should be made as soon as possible so that the appropriate cleanup procedure can be identified.
- Assess possible hazards to human health or the environment as a result of the release, fire or explosion.
- Implement HSE-111, Incident Notification, Reporting and Investigation. A Spill Report shall be completed, including a description of the event, root causes, and corrective actions.
- Implement additional sections from the H&SP as appropriate:
    - Section 19.0 Emergency Response Plan,
    - Section 22.0 Incident Notification, Reporting, and Investigation

In New Jersey, regulatory notifications apply to spill.

In case of a spill on an unpaved surface, the FTL is responsible for immediately notifying the CH2M HILL Project Manager of the spill. The CH2M HILL Project Manager in turn will be responsible for immediately notifying the USACE Project Manager of the spill. Reporting of the spill to the NJDEP will be made at the direction of the USACE Project Manager. If the USACE Project Manager is not available, then the CH2M HILL Project Manager will contact the USEPA Project Manager for direction.

NOTE THAT REPORTING OF SPILLS TO THE NJDEP MUST BE MADE **WITHIN 15 MINUTES** OF THE OCCURRENCE OF THE SPILL SO IT IS ESSENTIAL THAT ALL NOTIFICATIONS IN THIS SEQUENCE HAPPEN IMMEDIATELY. The NJDEP Spill Hotline phone number is (877) 927-6337.

Onsite personnel are responsible for cleaning-up any accidental spills of chemicals, which are used during the PDI activities as long as the spills do not represent "emergencies". Onsite personnel are also responsible for evaluating the spill conditions and for reviewing the appropriate MSDS to determine if the spill constitutes an emergency. Non-emergency spills will be cleaned up following the procedures in the MSDS for the spilled chemical. The generated waste will be collected in a drum separate from the drums where other solid-phase wastes are accumulated. This drum will be labeled "Spill waste". In case of emergency spills, emergency phone numbers are available in the H&SP. The FTL is responsible for informing the PDI Lead and/or the Project Manager immediately in case of a spill considered to represent an emergency even if the spill is not over unpaved soil.

The following information related to any emergency spills will be noted in the field logbook.

- Date and time of spill
- Origin of spill and chemical spilled

- Quantity of spill
- Emergency contacts made (time)
- Completed spill cleanup activities

The determination as to whether a spill represents an emergency lies with the responder to that spill. It is dependent on many factors including the type of chemical, quantity spilled, location of spill, whether the spill presents an emergency potential (e.g., fire), and whether the spill presents a potential for human and environmental exposure. For example, the same quantity of a spilled chemical may present an emergency at one location and an incidental spill at another location. Rather than specifying the spill quantities that would present an emergency, the plan leaves this determination with the field crew who is trained to assess the situation and make this determination. Irrespective of whether a spill represents and emergency or not, all spills over unpaved surfaces (i.e., soil) must be reported to the NJDEP immediately.

The drum where any spill cleanup supplies are collected will be characterized at the same time as the remaining IDW. Until a determination on its waste classification is made, the drum must not be labeled as hazardous or nonhazardous waste.

The following definitions of incidental and emergency spills should be used to assist the field crew in making a determination as to whether the spill represents an emergency or not:

An **incidental spill** is a spill that does not present an emergency to employees, and may be safely cleaned up. An incidental spill is generally small, and does not present the potential for over-exposure (e.g., above permissible exposure limit [PEL]) or present other emergency hazards (e.g., fire). Note that an incidental spill is defined as it pertains to employee hazards, without regard to the environmental hazards (i.e., a spill, as defined here, can be incidental and still pose an environmental emergency). Hazard Communication (HAZCOM) training is sufficient to handle incidental spills.

An **emergency spill** is a spill that presents an actual or potential emergency hazard to employees, and must be immediately addressed. An emergency spill may be large, present an over-exposure hazard (e.g., above PEL), or have the potential to present an emergency (e.g., fire). Emergency spills may also present an environmental hazard.

References and Availability of Resources

The following references will be maintained in the onsite trailer:

- OU1 PDI Work Plan including schedule, scope and budget
- UFP-QAPP and CQCP and all attachments
- H&S Plan including evacuation plan and emergency phone numbers
- MSDSs for the chemicals planned to be used
- Site Management Plan (this document)
- Contacts list including the names and phone numbers of USEPA, USACE, CH2M HILL, and subcontractor personnel
- Subcontract specifications and terms and conditions
- Copies of each form specified in the UFP-QAPP / CQCP to be used to document the remedial investigation activities (e.g., sampling logbook)

- Visitor logbook
- IDW logbook
- OSHA job site poster

The H&SP, MSDSs, evacuation plan, emergency phone numbers, and OSHA poster will be posted at a conspicuous location in the onsite trailer.

Exhibits

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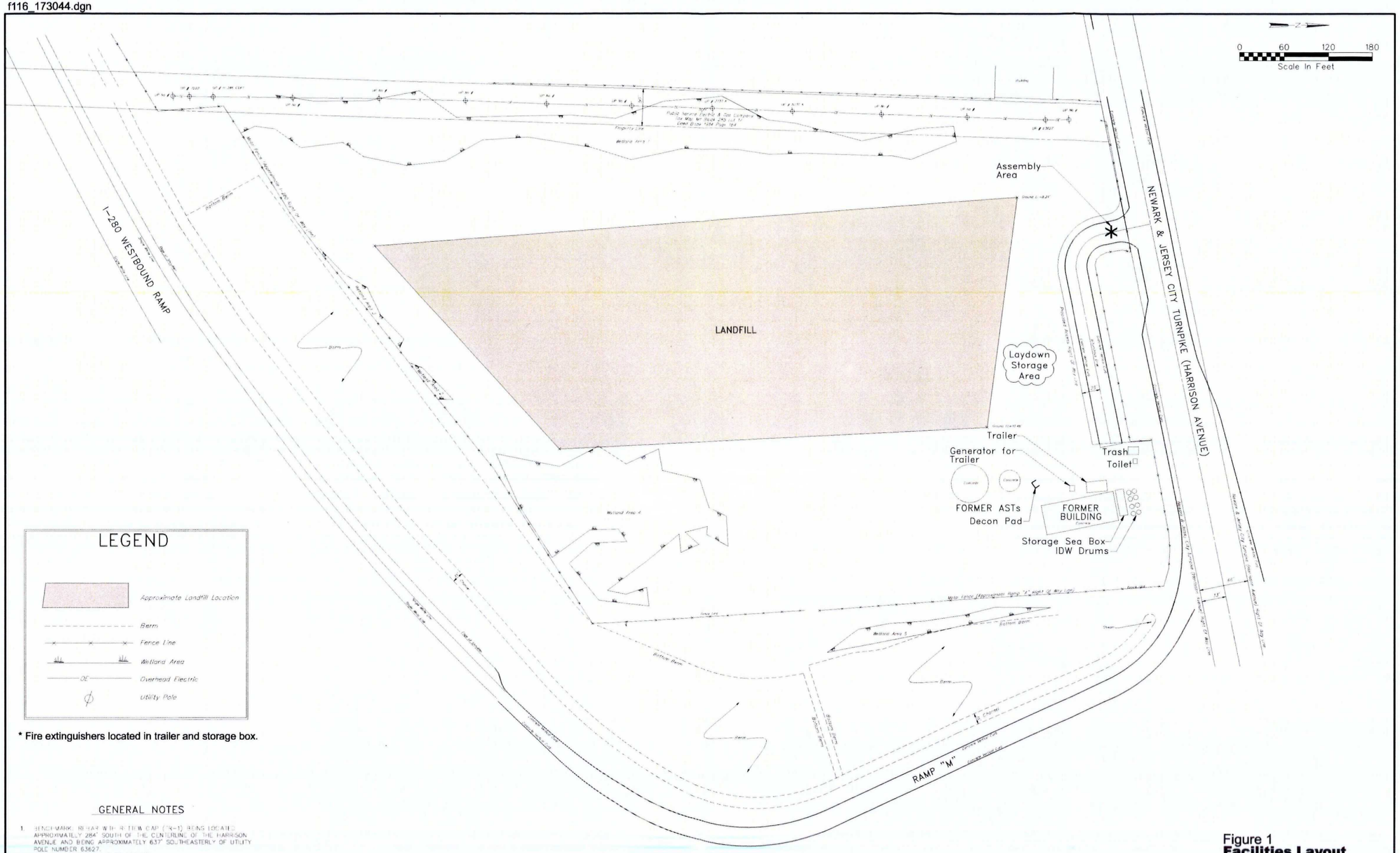

LEGEND

- Approximate Landfill Location
- Berm
- Fence Line
- Wetland Area
- OE — Overhead Electric
- Utility Pole

* Fire extinguishers located in trailer and storage box.

GENERAL NOTES

1. BENCHMARK: REBAR WITH ILLEGIBLE CAP (CR-1) BEING LOCATED APPROXIMATELY 284' SOUTH OF THE CENTERLINE OF THE HARRISON AVENUE AND BEING APPROXIMATELY 637' SOUTHEASTERLY OF UTILITY POLE NUMBER 63627. ELEVATION=24.95' (NAVD 88 DATUM)

2. BASIS OF BEARING IS NEW JERSEY STATE PLANE COORDINATE SYSTEM (NAD 83 DATUM).

Figure 1
Facilities Layout
Site Management Plan
Diamond Head Phase 2 RI/FS
Kearny, New Jersey 07032

CH2MHILL

Exhibit 1 Sample Daily Status Agenda Diamond Head Superfund Site – OU1 PDI	
Field Person Providing Report:	
Person Receiving Report:	
	PM PDI Lead FTL
Date and time:	Date: Time:
Activities Performed On Site:	
Deviations from Work Plan:	YES No Explain:
Exceedances of HSP action levels? Corrective actions if any :	YES No Explain:
Problems / Issues encountered:	
Assistance needed:	
Subcontractor performance / issues:	
Any impacts on schedule / budget:	
Site visitors and any requests made:	
Comments:	

Exhibit 2
Diamond Head Superfund Site - OU1 PDI
Project Contacts

Name	Project responsibility	Location	Phone number				Fax No.	Email Address	Address
			Office	Ext.	Home	Cell phone			
CH2M HILL Project Team									
Juliana Hess	Project Manager	NJO	973-316-9300	43520	973-984-5734	201-602-1557	215-640-9387	juliana.hess@ch2m.com	119 Cherry Hill Road / Ste 200, Parsippany NJ 07054
Mark Lucas	CQCM/RTL/QCT	PHL	954-351-9256	51253		215-866-7368	215-563-3828	mark.lucas@ch2m.com	1717 Arch Street Suite 4400 Philadelphia, PA 19103
Murray Rosenberg	QCT	PHL	215-640-9065	49065		215-640-9045	215-563-3828	murray.rosenberg@ch2m.com	1717 Arch Street Suite 4400 Philadelphia, PA 19103
Andy Judd	PDI Lead	NJO	973-316-9300	43523	908-979-1433	973-769-1473	215-640-9393	andrew.judd@ch2m.com	119 Cherry Hill Road / Ste 200, Parsippany NJ 07054
Austn Harclerode	Field Task Lead	NJO	973 316-9300	43516		201-532-2885	215-640-9386	austin.harclerode@ch2m.com	119 Cherry Hill Road / Ste 200, Parsippany NJ 07054
Terri Gerrish	Environmental Compliance Manager	NJO	973-316-9300	43516		973-632-0238	215-640-9385	terri.gerrish@ch2m.com	119 Cherry Hill Road / Ste 200, Parsippany NJ 07054
Carl Woods	Health and Safety Manager	MKE	414-847-0277	40277		414-526-4517		carl.woods@ch2m.com	10123 Alliance Road Suite 300 Cincinnati, Ohio 45242
Mike Zamboni	Project chemist	WDC	703-376-5111	45301		(571) 212-9324	703- 376-5801	michael.zamboni@ch2m.com	15010 Conference Center Drive Suite 200, Chantilly, VA 20151
TBD	Sample Management Coordinator / Health & Safety Coordinator								
TBD	Field team member								
Angela Zelman	Administrative	NJO	973-316-9300	43559			973-334-5847	angela.zelman@ch2m.com	119 Cherry Hill Road / Ste 200, Parsippany NJ 07054
Jonathan Davis	HTRW Contract Administrator	MKE	414-847-0446				414-454-8863	jonathan.davis@ch2m.com	135 South 84th Street Suite 325, Milwaukee, WI 53214
Jennifer Siefert	Subcontract specialist	MKE	414-847-0294					jennifert.siefert@ch2m.com	135 South 84th Street Suite 325, Milwaukee, WI 53214
Onsite Trailer	Temporary Office Trailer		Cell phone for FTL						1401 Harrison Ave. Kearny, NJ 07032-4310
EPA Project Team									
Grisell Diaz-Cotto	EPA Remedial Project Manager	NY	212-637-4430				212-637-4429	Diaz-Cotto.Grisell@epamail.epa.gov	290 Broadway, 19th floor, New York NY 10007-1866; Diaz-Cotto.Grisell@epamail.epa.gov
John Prince	Section Chief, Central New Jersey Remediation Section	NY	212-637-4380				212-637-4429	Prince.John@epamail.epa.gov	290 Broadway, New York NY 10007-1866; Prince.John@epamail.epa.gov
Michael Scorca	Geologist/Hydrogeologist	NY							
Chuck Nace	Risk Assessment	NY	212-637-4164				212-637-4360	nace.chuck@epa.gov	290 Broadway 18th floor New York NY 10007-1866 nace.chuck@epa.gov
Adly Michael	CLP RSCC & SMO	NJ	732-906-6161				732-321-6622	michael.adly@epa.gov	USEPA - MS 215, 2890 Woodbridge Ave Edison, NJ 08837-3679 michael.adly@epa.gov
Jennifer Feranda	CLP RSCC & SMO Assistant	NJ	732-321-6687					feranda.jennifer@epa.gov	USEPA - MS 215, 2890 Woodbridge Ave Edison, NJ 08837-3679 feranda.jennifer@epa.gov

Exhibit 2
Diamond Head Superfund Site - OU1 PDI
Project Contacts

Name	Project responsibility	Location	Phone number				Fax No.	Email Address	Address
			Office	Ext.	Home	Cell phone			
NJDEP Project Team									
Atwood Davis	NJDEP Case Manager	NJ	609-777-1398				609-633-1439	atwood.davis@dep.state.nj.us	NJ Dept. of Env. Protection Bureau of Case Management 201E. State Street, 5th Floor, P.O. Box 028
USACE Project Team									
Beth Buckrucker	USACE Project Manager	MO	816-389-3581			816-695-5795		Elizabeth.A.Buckrucker@nwk02.usace.army.mil	700 Federal Building, Kansas City, MO 64106-2896 Elizabeth.A.Buckrucker@nwk02.usace.a
Greg Hattan	Geologist/Hydrogeologist	MO				785 554 4012			700 Federal Building, Kansas City, MO 64106-2896
Amy Darpinian	Chemist		816-389-3897						
NJDOT									
John Gahwyler	North Region Maintenance Supervisor		973-770-5123				732-496-9428	John.Gahwyler@dot.state.nj.us,	
Joshia Austin	Area Supervisor		732-496-9498					Josiah.Austin@dot.state.nj.us,	
Anthony Kirskey	Crew Supervisor							Anthony.Kirksey@dot.state.nj.us	
Subcontractors & Vendors/Providers of Support Facilities and Services									
NJ-One-Call	Utility mark outs to property boundary		1-800-272-1000						
	Trash dumpster and trash removal								
	Office trailer & storage container								
	Generator rental for office trailer								
	Generator fuel supply								
	Portable sanitary facility								
	Licensed electrician								
	Rental monitoring& sampling equipment								
	Consumable/Expendable supplies								
	Site Preparation and Test Pitting Subcontractor								
	Driller								
	Surveyor								
	IDW tank and roll-off rental and IDW disposal								
	Subcontracted Laboratory								

Exhibit 3

Staff Sign-In

Diamond Head Superfund Site - OU1 PDI
Kearny, Hudson County, New Jersey, 07032-4310

Name (Print Legibly)	Affiliation	Date	Time Arrived at Site	Time Departed from Site	Purpose of Visit / Comments
John Doe	*CH2M HILL*	*9/27/10*	*0700*	*1700*	*Test Pits*

Exhibit 4

Visitor Sign-In

Diamond Head Superfund Site - OU1 PDI
Kearny, Hudson County, New Jersey, 07032-4310

Name (Print Legibly)	Affiliation	Date	Time Arrived at Site	Time Departed from Site	Purpose of Visit
John Doe	*USEPA*	*9/27/10*	*0900*	*1405*	*Site Visit*

Date: December 2012

Exhibit 5
Rental Equipment Tracking Log
Diamond Head Oil Superfund Site - OU1 PDI
Kearny, Hudson County, New Jersey, 07032-4310

Equipment Type	Owner	I.D. #	Replaces Unit #	Date Received	Date Returned	Reason Returned
OVM 580B	*Pine Environmental*	*C-1000*	*Original Unit*	*11/1/2009*	*11/31/2009*	*Dead Battery*
OVM 580B	*Pine Environmental*	*C-1001*	*C-1000*	*11/31/2009*		

Date: December 2012

Exhibit 6
Onsite Management of IDW
Diamond Head Superfund Site – OU1 PDI

Waste Stream	Receptacle / Container	Estimated size	Receptacle Label	Waste Management
General trash, cardboard, and CH2M HILL non-soiled personal protective supplies	Trash dumpster	N/A	TRASH	Weekly trash removal
CH2M HILL soiled personal protective supplies (PPE) that are grossly contaminated	Roll-off	20-CY roll-off	SOIL / PPE	- Collect & store in designated roll-off situated in IDW storage area - Commingle soil and soiled PPE in same roll-off box - Anticipated waste classification: Non hazardous based on waste classification for similar waste stream during previous investigations - Disposed off-site at EPA approved disposal facility
Soil from investigation activities	Roll off	20-CY roll-off	SOIL / PPE	- Collect & store in designated roll-off situated in IDW storage area - Commingle soil and soiled PPE in same roll-off box - Anticipated waste classification: Non hazardous based on waste classification for similar waste stream during previous investigations - Disposed off-site at EPA approved disposal facility
Fluids from Decontamination Activities and Well Development Water	Storage Tank	6,500 gallons	DECON WATER/ WELL DEVELOP-MENT WATER	- Frac Tank Container in IDW storage area - Anticipated waste classification: Non hazardous based on waste classification for similar waste stream during previous investigations - Disposed off-site at EPA approved disposal facility

N/A = Not Applicable

Date: December 2012